

EXHIBIT H

VESTAL CENTRAL SCHOOL DISTRICT INCIDENT REPORTING FORM

Directions: The Vestal Central School District is committed to providing a safe environment to all members of our community. Despite our best intentions, incidents between students do occur at times. If you wish to report an incident between two or more students, complete this form and return it to the Principal at the student's school. Contact the school for additional information or assistance at any time. This form can be completed anonymously by omitting signature and name.

Employee Reporting: School employees who witness or receive a report of harassment, bullying or discrimination must notify the principal, superintendent or designee within one (1) school day after witnessing the incident or receiving the report and must file a written report within two (2) school days thereafter.

Date of Report:

12/1/2016

Date(s) of Investigation:

From: 12/1/16 To: 12/12/16

Name of student target:

V [redacted] S [redacted]

Age:

[redacted]

Grade:

12

School:

VHS

Name(s) of alleged aggressor(s)

(If known):

Katharine Dyer

☐ Student

☒ Staff

Age:

Grade:

School:

VHS

Name(s) of witness(es) (If known):

See attached class list

What did the alleged aggressor(s) say or do? (Include dates. Attach a separate sheet if necessary.)

On 12/1/16 V [redacted] reported that Ms. Dyer separated students in the classroom by force. V [redacted] said this occurred earlier in the school year.

Did a physical injury result from this incident?

☒ No

☐ Yes, but it did not require medical attention

☐ Yes, and it required medical attention

Is there any additional information you would like to provide? (Attach a separate sheet if necessary.)

Initial interview of 5 students on 12/2/2016.
Additional interview of 24 students on 12/9/16 and 12/12/16.

Name of Person Reporting Incident (Optional):

Telephone (optional): _____ Email (optional): _____

☐ Student ☐ Parent/Guardian ☐ Staff ☐ Other: _____

Signature: _____ Date: _____

Administrative Action Taken:

☐ Investigation conducted to determine possible harassment

☐ Incident documented and follow-up will occur if a 2nd offense occurs

☒ Other unfounded.

Administrator: D. Caddick, C. Kesson

VESTAL CENTRAL SCHOOL DISTRICT HARASSMENT INVESTIGATION FORM

Incident Being Investigated:

Investigation Start Date: 12/1/2016

Claim Ms. Dyer reported students by face.

Name of student target:

Age:

Grade:

School:

V [redacted] S [redacted]

Age:

Grade:

School:

Name(s) of alleged aggressor(s) (if known):

Katherine Dyer - STAFF MEMBER

Age:

Grade:

VHS

Investigation

☒ Review & Attach Incident Reporting Form☐ Review student's discipline and school records (include: IEP, 504)The student is disabled: ☐ yes ☒ no☐ Consult as needed with additional staff (e.g. counselor, nurse)

Include names here: Albert Penne, (Principal); Conor Telburt (School Resource Officer)

☐ Determine which additional staff, if any, needs to be present during student interviews and/or decision process.

Include names here:

☒ Conduct student(s) interviews and include names here:

Interviewed 5 students from the class on 12/2/2016.

Interviewed 24 students from the class on 12/9 + 12/12/16.

☐ Read back to each student a summary of his or her account to ensure accuracy of your notes or attach the student statement(s).☐ If physical injuries occurred, ask nurse to examine target.☐ The following checked items are attached to this report:☒ Incident Reporting Form (if available)☒ Print-outs of blog posts, social networking pages, emails, etc.☐ Copies of other evidence☒ Copies of investigator's notes (e.g. transcripts of interviews, etc.)☐ Nurse report(s)☒ Police report(s)☒ Written statements from interviewees, reporters, etc.

Determination

Check all that apply:

☐ repeated use by one or more students of a written, verbal or electronic expression or a physical act or gesture or any combination thereof, directed at a target that: (must include at least one of the following)☐ causes physical or emotional harm to the target or damage to the target's property;☐ places the target in reasonable fear of harm to himself or herself or damage to his or her property;☐ creates a hostile environment at school for the target;☐ infringes on the rights of the target at school;☐ materially and substantially disrupts the education process or the orderly operation of a school;☐ retaliation from reporting of previous incident☐ Provide brief description of the nature of the harassment (if any):☐ Provide final determination:☒ Incidents did not meet the standard of harassment☐ Harassment has occurred and will be addressed according to the Code of Conduct☐ Criminal harassment may have occurred and police should be notified of possible criminal charges

Response Plan (If any)

Disciplinary Actions:

Remediation Actions:

- ☐ Behavioral Remediation Agreement attached
- ☐ Individual Behavior Plan attached (repeat offenders only)

Notification & Documentation:

- ☒ Parent(s)/Guardian(s) of the target - Date 12/2/16 5 day suspension, 12/9/16 5 day suspension
- ☐ Parent(s)/Guardian(s) of the aggressor - Date _____
- ☐ School information system (e.g., eSchool or student files) 12/14/16
- ☐ School alert system (if necessary) notice of hearing (SRO)
- ☒ Counselor of target - Date 12/2/16
- ☐ Counselor of aggressor - Date _____
- ☐ Special Education (for repeat offender) - Date _____
- ☐ Police (if criminal charges may be pursued) - Date _____
- ☐ Other schools, coaches, and staff members (as appropriate) for implementing the disciplinary, remediation, and/or behavior plans.

Please Describe: An investigation was conducted, claim unfounded.

C. M. Kury
Administrator/Investigator Signature:

12/12/2016
Date: